THE UNIVERSITY OF SYDNEY

Tool Allowances

Last updated: 29 January 2010 | Policy assigned to: Director, Human Resources

Scope

This document applies to general staff covered by the The University of Sydney Enterprise Agreement 2009-2012 (**the Agreement**) engaged as painters, plumbers, carpenters, electricians, refrigeration mechanics and apprentices.

Policy

A. Tool allowances - eligibility

a) Tool allowances are paid to trades staff who are required by the University to supply and maintain their own tools of trade. To qualify for a tool allowance, staff must supply the tools applicable to their trade as listed below, and maintain them in a serviceable condition.

b) The University may, at its discretion, provide apprentices with all necessary tools (which would remain the property of the University at all times) instead of a tool allowance.

c) If a tool allowance is paid to a staff member, the University may inspect the tools provided by the staff member. If the University is not satisfied that the tools required are being provided and/or kept in a serviceable condition, the University will require the staff member to either buy the required tools and/or repair them.

Guidelines

B. Tools required

Painter

1. Assorted trowels
2. Ceramic wall/floor tiling tools
3. Chisel lump hammer bolster
4. Chisels
5. Gyprock saws
6. Hammer
7. Hawk-plaster/cement/render
8. Level
9. Pinchers
10. Pliers
11. Water brushes
12. Wooden floats

Electrician

1. Set of insulated spin tights
2. Shifter
3. Side cutters
4. Tape measure
5. Toolbox
6. Voltage indicator test lamps

Plumber

1. Half pipe benders
2. Basin spanner
3. Bending mallet
4. Claw hammer
5. Cold chisels
6. Copper tube pipe cutter
7. Dreasing mallet
8. Flint lighter
9. Foot prints
10. Hacksaw
11. Junior hacksaw
12. Leading boss mallet
13. Lump hammer
14. Multi grips
15. Pinch bar
16. Plugging chisel
17. Prick punch
18. Screwdrivers
19. Shift spanner
20. Springs-bending
21. Stilsons offset
22. Tap reseater
23. Tape measure

Carpenter

1. 6 inch fixed square
2. Chisels – various gouge sizes
3. Claw hammer
4. Coping saw
5. Dovetail saw
6. Glass cutter
7. Handsaw
8. Level
9. Mallet
10. Nail bag
11. Nail punches
12. Oil stone
13. Pad saw
14. Panel saw
15. Pliers
16. Plumb bob
17. Putty knife
18. Screw driver set
19. Shifting spanner
20. Side cutters
21. Sliding bevel
22. Sliding cramp
23. Smoothing plane
24. Stanley knife
25. Tape measure
26. Tenon saw
27. Tin snips
28. Wood marking guage

Refrigeration mechanic

1. Adjustable wrench
2. Allen wrench-metric and imperial
3. Ball peen hammer
4. Box wrenches
5. Caliper
6. Clamp ammeter
7. Flare net wrenches
8. Flaring and swaging tools
9. Halide leak detector
10. Lineman pliers
11. Long nose pliers
12. Multigrip
13. Multi meter
14. Open end wrenches
15. Pocket thermometer
16. Ratchet wrench
17. Screwdrivers – flat and cross tip
18. Set of gauges and manifold
19. Side cutters
20. Spring type tube bender
21. Tradesman's knife
22. Tube cutter
23. Vice-grip

C. Tool Allowance Rates

Tool allowance rates are specified in the Agreement.

Administration

1. Background/context

This document operates in conjunction with The University of Sydney Enterprise Agreement 2009-2012. The references to The University of Sydney Enterprise Agreement 2009-2012 were updated in January 2010.

2. Management Responsibility

Director, Human Resources

3. Implementation Responsibility

Heads of School/Administration

4. Dates

Approval	28/04/2006
Effect Amended 18/08/06	02/05/2006
Review	2012

5. Approval

Version 1	Professor Ann Brewer Deputy Vice-Chancellor (Infrastructure)

6. Signatures

Approved by:

Name

Professor Ann Brewer

Position

Deputy Vice-Chancellor (Infrastructure)

Date

28/04/2006

Signature